

**City of Raleigh Historic Cemeteries Advisory Board
Work Plan for March 2010- February 2011**

The City of Raleigh Historic Cemeteries Advisory Board presents its annual work plan for FY10-11. Work plan items are directly linked to recommendations from the Chicora Report.

Goal: Update the City's existing Cemetery code. Develop a Policy and Maintenance Manual for the operation, use, and routine maintenance of the City's cemetery properties. (carried forward from FY09-10). Develop archeology and cemetery design guidelines.

Task 1: Review cemetery codes from other municipalities and propose changes to Raleigh's existing cemetery code. Work through revision process with City Attorney Office.

Task 2: Develop a Policy and Maintenance Manual for daily operations.

Task 3: Assist in the development of archeology and cemetery design guidelines for incorporation into the Historic District Commission's updated Design Guidelines for 2010-2011.

Goal: To continue inventory and stabilization efforts within City Cemetery.

Task 1: The Board contract for the repair of any unstable and/or unsafe situations located with City Cemetery.

Task 2: The Board will contribute financially to the restoration of Peace family plot. (carried forward from FY09-10)

Task 3: The Board will identify the scope and costs associated with a stone-by-stone inventory. (carried forward from FY09-10)

Task 4: The Board will identify the scope and costs associated with an inspection of the mausoleums located at City Cemetery. (carried forward from FY09-10)

Goal: Develop site amenities plan for Mt. Hope and O'Rorke Cemeteries.

Task 1: The Board will work with City staff to develop site amenities plans for Mt. Hope and O'Rorke-Catholic Cemeteries.

Goal: Expand needed signage at all 3 cemeteries.

Task 1: The Board will identify needs and costs for signage at Mt. Hope, City, and O'Rorke-Catholic Cemeteries. (for identification, regulatory, interpretation/ educational, and directional)

Goal: To preserve and protect unsecured items located in City Cemetery.

Task 2: The Board will develop a protocol for the collection, inventory, and storage of unsecured items. (carried forward from FY09-10)

Goal: To secure and protect existing cemetery data and records. To promote web-based access to existing burial records by the general public.

Task 1: The Board will work with City staff to plan for the relocation of existing interment records currently housed at Mt. Hope Cemetery.

Task 2: The Board will partner with Raleigh City Cemetery Preservation, Inc. to plan for the migration of existing interment data to the City's website.

Goal: To research and develop a Volunteer Cemetery Watch program for neighborhoods surround City cemetery properties.

Task 1: The Board will work with Cindy Trumbower, Parks and Recreation Volunteer Services Coordinator to develop this program. (carried forward from FY09-10)

Task 2: The Board will request the Raleigh Police Department to provide routine police patrols in all 3 cemeteries supplemented by the Community Watch volunteers.

Goal: Update and expand marketing and public education efforts.

Task 1: The Board will promote the implementation of strategies for City's cemeteries mentioned in Raleigh's Comp 2030 plan.

Task 2: The Board and Parks and Recreation Marketing staff will promote cemeteries as a component of the "Downtown experience".

Goal: To develop landscape plans for the three historic cemeteries to address tree replacement, screening, and general beautification utilizing historically appropriate species.

Task 1: The Board will work with City staff to develop landscape plans for all 3 cemeteries.